

CITY OF TUKWILA STRATEGIC PLAN

Steering Committee Meeting #1

May 30, 2012 | 4:00 - 6:00 pm | Tukwila Community Center



AGENDA

Meeting Purpose

- Review project objectives, approach, schedule, and deliverables
- Brainstorm ideas and perspectives on Tukwila's assets and opportunities
- Launch community engagement process

4:00 Welcome & Introductions

- Please share your name and your connection to Tukwila

Mayor Haggerton

4:10 Getting Started: Project Overview & Committee Charge

- Project schedule and deliverables
- Steering Committee role and charge
- Ground rules
- Q & A

Brian Murphy/
Dawn Couch, BERK

4:30 Brainstorm Tukwila's Assets, Challenges, & Opportunities

- *What is your Vision for the future of Tukwila? Describe your desired future for Tukwila.*
- *What are Tukwila's greatest challenges to achieve this Vision?*
- *What strengths can we build on in achieving this Vision?*

Brian, Dawn/All

5:15 Community Engagement: Overview, Outcomes, & Signups

- Community Engagement Plan
- Signups and next steps

Dawn/All

5:45 Roundtable Comments & Questions

Brian/All

5:55 Next Steps & Adjourn

- Next Steering Committee Meeting: June 27, 2012
 - Community Engagement progress update
 - Demographic, Market, Economic, and Fiscal Findings
 - Stakeholder Interview Findings

Joyce Trantina



CITY OF TUKWILA STRATEGIC PLAN

Steering Committee Meeting #1 – May 30, 2012

STEERING COMMITTEE TEAM CHARGE, RESPONSIBILITIES & GROUND RULES

Committee Charge

The Steering Committee is an advisory group that is primarily responsible for submitting a Recommended Draft Strategic Plan to City Council.

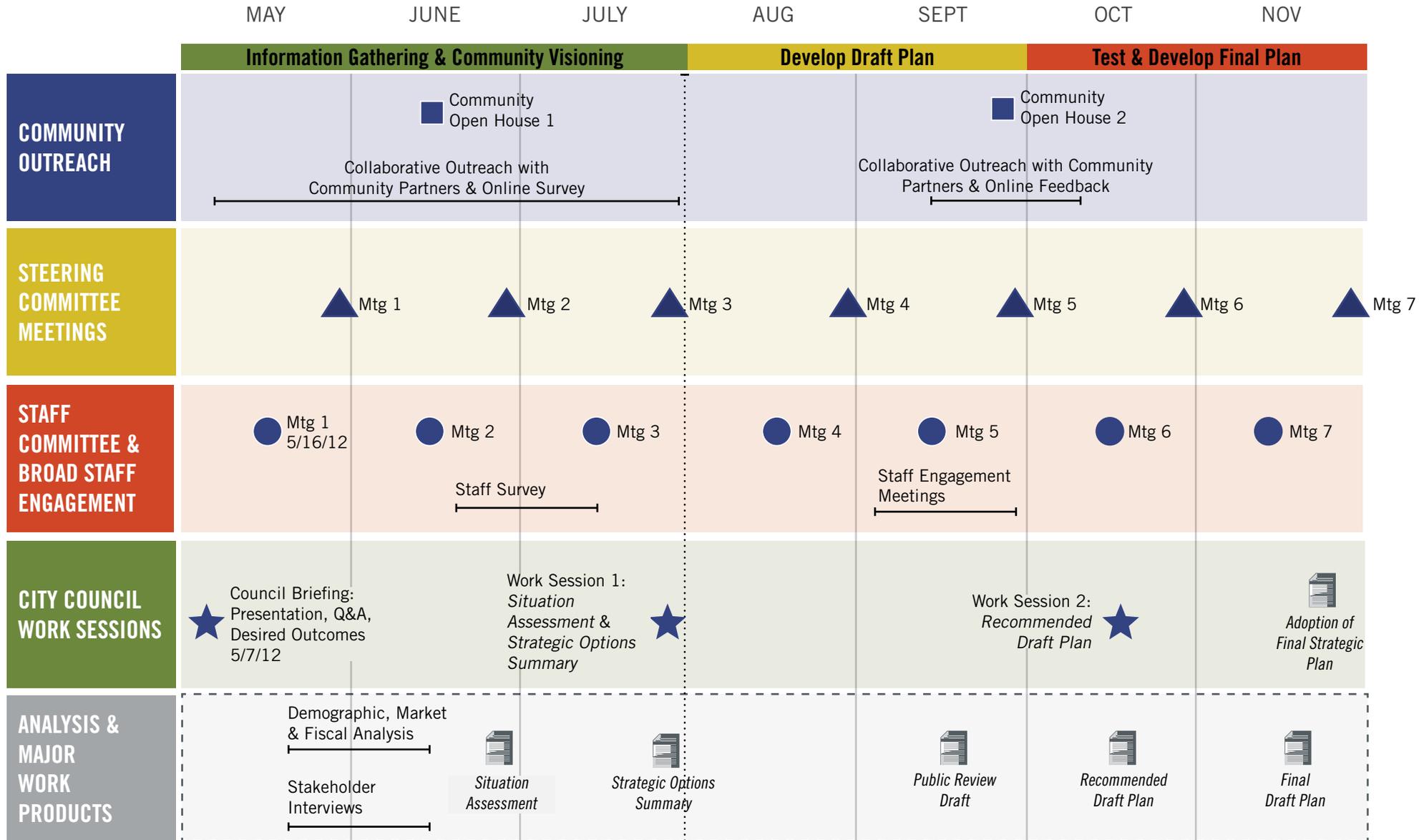
Committee Member Responsibilities

- Prepare for and attend Steering Committee meetings and contribute constructively to discussions. Consider and discuss issues from an organizational and/or city-wide perspective, as well as your own outlook.
- Actively share your ideas, observations and energy.
- Actively listen to others.
- Review and provide comments on draft materials.
- Provide constructive feedback to the Project Management Team on the project's process and progress.
- Be ambassadors for the strategic planning process, especially out in the community. Help to spread the word about community events.

Ground Rules

- The Steering Committee will operate by consensus. All members' positions will be respected and considered, and the group will work collaboratively to reach consensus on recommendations. Consensus is defined as majority opinion, with the objective of achieving unity rather than unanimity.
- Steering Committee meetings will start and end on time.
- Please no mobile phones or other electronic communication devices during the meeting.
- The Steering Committee will be "principals only" – no alternates please. Please try to attend all meetings.
- Members will communicate questions, issues and suggestions to the Project Management Team.
- E-mails should be used for logistics and coordination purposes, and to share agendas and materials in advance of meetings. Substantive issues are best discussed in the meetings, rather than through e-mail dialogue.
- Other?

Project Schedule



Last Updated 5/14/12

By July 31, input from the strategic planning process will be summarized to inform the City's budgeting process.

City of Tukwila

STRATEGIC ACTION PLAN 2012

